



FIRE SAFETY INSPECTION FOR FRATERNITIES AND SORORITIES



Prompt - Proud - Professional

HOUSE: _____

Address: _____ Phone: _____

The responsibility of fire safety belongs to the entire organization and all individuals. Everyone can and should take steps to reduce the possibilities of a fire. *Fires don't just happen - they are caused.* By making every effort to eliminate the causes and by following fire safety procedures, the potential for a fire is reduced.

1. FIRE DETECTION / ALARM SYSTEMS

- ? One (1) smoke alarm in every sleeping area and
- ? One (1) in every common area, such as chapter room, living room, dining room, game room, furnace room, and
- ? One (1) every 30' in hallways.
- ? Smoke alarms are tested monthly.
- ? If smoke alarm is battery operated, battery is changed yearly.
- ? All fire detection and alarm systems are tested annually by a qualified alarm service company and records of tests kept on file.

2. FIRE EXTINGUISHERS:

- ? Have a minimum rating of 2A10BC or larger.
- ? Are mounted on wall or appropriate cabinet not more than 5' or less than 3' from the floor, clearly visible and accessible.
- ? Minimum of one per floor. (Note: An extinguisher should be placed no more than 75' or less traveling distance.)

3. KITCHEN RANGE HOOD EXTINGUISHING SYSTEM:

- ? Food preparation centers have an automatic fire suppression system installed in all hoods and duct systems and appliances are properly placed under system.
- ? All systems are inspected and tagged every six (6) months by a qualified service company.

- ? A minimum of one kitchen type fire extinguisher, which is compatible with the suppression system's extinguishing agent, is properly mounted in food preparation centers.
- 4. HEATING EQUIPMENT:
 - ? Hot water heaters and furnaces are properly vented and inspected annually by a qualified service technician and records of tests kept on file.
 - ? Areas around water heaters and furnaces are kept free of combustibles and trash. (Combustible materials are to be at least 36" from any heat source.)
- 5. ELECTRICAL EQUIPMENT
 - ? Electrical cords are not run under rugs, through walls, windows or doorways and are not stapled or nailed to woodwork.
 - ? Excessive use of extension cords is prohibited.
 - ? Extension cords, when used, are of the same size as cord of the appliance serviced.
 - ? Multi-plug adaptors are of the fused or circuit breaker type.
 - ? All outlets, switches, boxes and break panels have covers or faceplates which are not broken.
 - ? Panel boxes are marked as to area it serves.
 - ? A 36" clearance is maintained around all electrical breaker panels.
- 6. FIRE DOORS OR SMOKE BARRIERS
 - ? No hold open devices on fire doors or smoke barriers.
- 7. EXIT SIGNS:
 - ? All required illuminated exit signs have battery back up.
 - ? All exit signs are maintained in a clean and legible condition at all times.
 - ? Where necessary, supplemental directional signs are installed to indicate the direction and way of egress.
- 8. MEANS OF EGRESS:
 - ? Hallways, stairways, fire escapes and all other paths of egress shall be kept free of obstruction. Combustible materials are not stored in hallways or under stairways.
 - ? Windows leading to fire escapes are easily openable.
 - ? All paths of egress are lighted. If two exits are required for an area, emergency lighting with battery back up or generator is present.
- 9. SPRINKLER SYSTEM:
 - ? If building is sprinklered, storage must be 18" below sprinkler heads. If non-sprinklered, storage must be 24" below the ceiling.
 - ? Sprinkler heads are to be unobstructed, clean and free from paint.
 - ? Sprinkler system is to be tested annually by a qualified inspection company.

10. BURNING MATERIALS AND OPEN FLAMES:

Smoking:

- ? Large, heavy ashtrays that won't tip over are used.
- ? Ashtrays are emptied only AFTER the contents have cooled.
- ? Wastebaskets and furniture are checked for smoldering cigarettes prior to retiring for the night.

Candles:

- ? Burning candles are never left unattended.
- ? Candles are on or in a holder and away from contact with combustible material.

Fireplaces:

- ? Chimneys and fireplaces are cleaned regularly.
- ? The damper is open when in use.
- ? A glass screen large enough to cover the opening of the fireplace is used.
- ? Ashes are allowed to cool before placing in a tightly covered metal container outside.

11. OUTDOORS

Barbequing:

- ? Barbequing not allowed on decks.
- ? Constant watch is kept while barbequing.
- ? Coals are allowed to cool before dumping.

- ? Address is on building in a color contrasting to the structure and of a size to be easily visible from the street.
- ? No parking allowed in fire lanes or in front of hydrants.

Date of Inspection _____ Inspected by: _____

The Columbia Fire Department stands ready and willing to assist in implementing any fire safety program your chapter may have or wish to develop. Call 874-7556 if we can be of assistance.